

**Borough of Highlands
Planning Board
Regular Meeting
April 14, 2016**

Meeting Location: Robert D. Wilson Memorial Community Center, 22 Snug Harbor Ave,
Highlands, NJ 07732.

Mr. Stockton called the meeting to order at 7:41 P.M.

Mr. Stockton asked all to stand for the Pledge of Allegiance.

Mr. Stockton read the following statement: As per requirement of P.L. 1975, Chapter 231 notice is hereby given that this is a Regular Meeting of the Borough of Highlands Planning Board and all requirements have been met. Notice has been transmitted to the Asbury Park Press and the Two River Times. Notice has been posted on the public bulletin board.

ROLL CALL:

Present: Mr. Hill, Mr. Colby, Mr. Francy, Mr. Card, Mr. Gallagher, Mr. Braswell,
Mr. Knox, Mr. Fox, Mr. Kutosh, Ms. Ryan, Mr. Wells, Mr. Stockton

Late Arrival: Mayor Nolan arrived at 7:43 P.M.

Absent: None

Also Present: Jack Serpico, Esq., Board Attorney
Debby Dailey, Deputy Clerk
Robert Keady, P.E., Board Engineer

**PB#2016-1 Hebrank, Ronald
50 Fifth Street – Block 66 Lots 7 & 7.01
Hearing on New Business**

The Board reviewed a written request from Richard Sciria, Esq., requesting that this hearing be carried to the next meeting.

Mr. Serpico reviewed the public notice and found it to be proper.

Mr. Knox offered a motion to table this hearing to the May 12th meeting without the need for further public notice, seconded by Mr. Kutosh and approved on the following roll call vote:

ROLL CALL:

AYE: Mr. Hill, Mr. Colby, Mr. Gallagher, Mr. Braswell, Mr. Knox, Mr. Fox,
Mr. Kutosh, Ms. Ryan, Mr. Wells

NAY: None

ABSTAIN: Mayor Nolan, Mr. Francy, Mr. Card, Mr. Stockton

**PB#2016-3 Schneider, Mary
53-55 Grand Tour – Block 19 Lot 28 & 29
Review Application & Set Public Hearing Date**

Present: Mary Schneider

Conflict: Mr. Stockton

The Board reviewed the application with the Applicant and the following was stated:

1. The Board requested the Applicant to provide the existing square footage of the two lots and photographs for the hearing.
2. The Applicant is proposing to move a lot line between the two lots.
3. There are two existing houses on the properties.
4. The applicant was advised about the proposed lot line change creating nonconformities such as rear yard, lot size.
5. The Applicant is okay with setting a hearing for the month of June.

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Mr. Gallagher offered a motion to schedule a public hearing on this matter at the June 9th meeting, seconded by Mr. Kutosh and approved on the following roll call vote:

ROLL CALL:

AYE: Mayor Nolan, Mr. Hill, Mr. Colby, Mr. Francy, Mr. Gallagher, Mr. Braswell, Mr. Knox, Mr. Fox, Mr. Kutosh, Ms. Ryan, Mr. Wells

NAY: None

ABSTAIN: Mr. Card, Mr. Stockton

PB#2016-4 Rosiak, Fred

9 Marine Place – Block 78 Lot 9.01

Review Application & Set Public Hearing Date

Present: Fred Rosiak

The Board reviewed the application with the Applicant and discussed setting a June hearing date.

Mr. Gallagher offered a motion to schedule a public hearing for June 9th, seconded by Mr. Francy and approved on the following roll call vote:

ROLL CALL:

AYE: Mayor Nolan, Mr. Hill, Mr. Colby, Mr. Francy, Mr. Gallagher, Mr. Braswell, Mr. Knox, Mr. Fox, Mr. Kutosh, Ms. Ryan, Mr. Wells

NAY: None

ABSTAIN: Mr. Card

Master Plan

Mr. Stockton stated that there was no report and that the Stakeholder Meeting was postponed and will be rescheduled. He then advised the Board that the deadline for the Master Plan grant is coming due.

Mr. Francy wanted to schedule a COAH Presentation.

Mr. Stockton stated that he would speak with our COAH Planner.

Review of Bylaws

Mr. Serpico stated that the Subcommittee can review if the board wants them to.

Mr. Stockton said that we should review the Bylaws and discuss this further at the next meeting.

Review of the T & M Associates Cost Proposal for Zone Change Request

Mr. Serpico stated that he sent out a letter giving the Requester the options and he is waiting to hear back from them.

Review of Request for Holly Street Road Vacation

Mr. Francy does not think the town should vacate that pavement.

Mr. Hill stated that we need to focus on the grass area but this may for more.

The Board had discussions and stated that it needs to be clarified as to the exact portion of the vacation area and does not believe that the entire area should be vacated.

Mr. Francy said that the requestor should do a survey of the area.

Mr. Wells questioned if public notice was given to the neighboring property owners.

The Board continued discussions.

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Mr. Stockton stated that the feedback to the Council is that there should be that the applicant should be required to put together some kind of parcel map.

Mr. Hill stated that we should meet on site and get clarity on exactly what he is asking for and see what's going on with the intersection.

Mr. Serpico will send a letter to the Governing Body about the issues discussed such as having a site inspection and requesting additional information from the Applicant.

Mr. Gallagher offered a motion to authorize the Board Attorney to send to prepare a memo of the Boards recommendations, seconded by Ms. Ryan and approved on the following roll call vote:

ROLL CALL:

AYE: Mayor Nolan, Mr. Hill, Mr. Colby, Mr. Francy, Mr. Card, Mr. Gallagher, Mr. Braswell, Mr. Knox, Mr. Fox, Mr. Kutosh, Ms. Ryan, Mr. Wells, Mr. Stockton

NAY: None

ABSTAIN: None

Approval of Minutes

Mr. Francy offered a motion to approve the March 10, 2016 Minutes, seconded by Mr. Gallagher and approved on the following roll call vote:

ROLL CALL:

AYE: Mr. Hill, Mr. Gallagher, Mr. Braswell, Mr. Knox, Mr. Fox, Mr. Kutosh, Mr. Wells

NAY: None

ABSATIN: Mayor Nolan

Communications

Mr. Stockton explained that the committee is going to wrap up the stakeholder meetings and come up with a draft Master Plan.

Mr. Stockton stated that the committee will have to prepare a report for the Planning Board.

Mr. Francy questioned the timing to get a draft Master Plan.

Mr. Stockton stated once we get the document then we can have a Workshop Meeting.

Mr. Hill explained that the COAH Planner wants to meet the Planning Board in a closed session.

The Board discussed having a special meeting date for the Master Plan toward end of June or July, possible COAH obligation requirements and Master Plan grant deadline date.

Mr. Stockton stated that they need to speak with Stan from T & M about getting an extension on the Master Plan grant. We will invite the COAH Planner to our meeting.

Mr. Hill stated that the deadline for the Master Plan Grant was extended to July not June.

Mr. Stockton offered a motion to adjourn, seconded by Mr. Francy and all were in favor. The Meeting adjourned at 8:40 P.M.

CAROLYN CUMMINS, BOARD SECRETARY

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